

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH, HUMAN AND SOCIAL SERVICES

DATE: JULY 20, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
SIMPSON
FRASIER
STROUGH
MCDEVITT
MACDONALD
BRAYMER

COMMITTEE MEMBERS ABSENT:

SUPERVISORS SEEBER
VANSELOW

OTHERS PRESENT:

REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:

PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH DIVISION
TAWN DRISCOLL, FISCAL MANAGER
VALERIE WHISENANT, ASSISTANT DIRECTOR OF PATIENT SERVICES

DEANNA PARK, DIRECTOR OF COUNTRYSIDE ADULT HOME

KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD

AMANDA ALLEN, CLERK OF THE BOARD

FRANK THOMAS, BUDGET OFFICER

SUPERVISORS BEATY
BROCK
CONOVER
GIRARD
LEGGETT
MONTESI
WOOD

DON LEHMAN, *THE POST STAR*

SAMANTHA HOGAN, SENIOR LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the July 20, 2016 meeting of the Health, Human & Social Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2016/health/>

Mr. Sokol called the meeting of the Health, Human & Social Services Committee to order at 9:30 a.m.

Motion was made by Mr. Strough, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Health Services Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Pat Auer, Director of Public Health/Patient Services, who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review Ms. Auer presented the following requests:

- 1) To amend Resolution No. 294 of 2012 with Kinney Management Services LLC to reflect an increase in the annual cost from \$650 to \$700 for the contract period September 1, 2016 - August 31, 2017 with the option of automatic annual renewals, provided there is no rate increase.

Motion was made by Mr. McDevitt, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the August 19th Board meeting. *A copy of the request is on file with the minutes.*

- 2) To authorize Jodi Brynes, Registered Nurse (RN), to enroll in the online course "Transcultural Nursing", offered through Chamberlain College of Nursing.

Motion was made by Mr. Simpson, seconded by Mr. McDevitt and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the request is on file with the minutes.*

For future reference, Chairman Geraghty advised the Treasurer's Office had requested that more details be provided when requesting authorization for job related courses, primarily relating to how the courses pertained to current positions.

- 3) To amend the Warren County Budget in the amount of \$1,274.37 to reflect receipt of insurance recovery funds for repairs to a fleet vehicle.

Motion was made by Mr. Strough, seconded by Mr. MacDonald and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the request is on file with the minutes.*

- 4) To authorize Tammie DeLorenzo, Clinical & Fiscal Informatics Coordinator, to attend the "Home Care Association of New York State Senior and Financial Management Retreat" in New Paltz, NY on September 8-9, 2016 using a fleet vehicle.

Motion was made by Mr. Strough, seconded by Ms. Braymer and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Proceeding with the agenda review, the Information for Discussion/Review items were reviewed, as follows:

Emergency Response and Preparedness Activities - Ms. Auer advised Attachment No.1 in the agenda packet included a review of the Emergency Response and Preparedness Activities for the month.

Rabies Program Report- Ms. Auer noted Attachment No. 6 in the agenda included a report on the Warren County Public Health Rabies Program. She indicated that the summer months were the busiest.

Status of Referrals - Ms. Auer, reviewed the referrals, Attachment #4, advising that in comparison to 2015 the figures were down 7%. She stated they would continue to monitor the referrals.

Personnel Update - Ms. Auer noted they were still recruiting and interviewing for the two vacant nursing positions. She indicated they just had an interview with one potential hire and would keep the Committee updated.

Report of Expenditures, Revenues, Overtime and Per Diem Use for 2016 - Tawn Driscoll, Fiscal Manager, gave an update on the month's closing financials. She noted payroll was down due to the vacant positions. She advised expenses and revenues were lower than in prior years as shown in Attachment #3.

Finally, Ms. Auer advised that all of the Ford Fiestas in the fleet had been repaired and seemed to be working fine, she noted that one vehicle required additional repairs which appeared to have taken care of the issues.

Privilege of the floor was extended to Deanna Park, Director of Countryside Adult Home, who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the Countryside Adult Home agenda review, Ms. Park presented the following request:

- 1) To amend Resolution No. 276 of 2015 to state that Countryside Adult Home will pay time and one-half to per diem employees who work holidays, any hours over eight (8) each day, or any hours over forty (40) per week.

A motion was made by Ms. Braymer, seconded by Mr. McDevitt to approve the request.

Following considerable discussion wherein some Committee members expressed concerns about the effects of this change, Mr. Sokol called the question and the request was carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee for further discussion and consideration. *A copy of the request is on file with the minutes.*

Moving on to Referral/Pending Items, Ms. Park noted the contract between Countryside Adult Home and Warrensburg Laundry was set to expire on August 31, 2016; she also apprised that Warrensburg Laundry had increased the charge per pound from \$.55 to \$.69. She commented she had attempted to solicit quotes from other providers for this service, but had not received any responses.

A discussion ensued during which it was determined the consensus of the Committee was to request a contract extension with Warrensburg Laundry while seeking other quotes.

Next, Ms. Park informed of emergency repairs made to replace the condenser unit and fan for the walk-in cooler located at Countryside Adult Home. She advised authorization for the repairs was provided under an existing County policy, due to their emergency nature and she noted the repairs had been made by BPI at a cost of \$5,933.07.

Concluding her agenda review, Ms. Park provided a brief overview of the Countryside Adult Home Overtime Report, pointing out that the expense was down from the prior year.

Mr. Sokol advised there were a few items pertaining to the Department of Social Services (DSS) that needed to be addressed; he advised Maureen Schmidt, Commissioner of DSS, was unavailable and he would present the items on her behalf. Copies of the DSS agenda were distributed to Committee members and a copy of same is on file with the meeting minutes. Mr. Sokol proceeded to review the requests included in the DSS agenda, as follows:

- 1) To authorize the Chairman of the Board of Supervisors and the Warren County Treasurer to execute and submit the application for Youth Program funds from the New York State Office of Children & Family Services (OCFS) as outlined in the 2016 Resource Allocation Plan.

Motion was made by Mr. Strough, seconded by Mrs. Frasier and carried unanimously to approve the request as presented and the necessary resolution was authorized for the August 19th Board meeting. *A copy of the request is on file with the minutes.*

- 2) To ratify the actions of the Chairman of the Board in authorizing ten DSS staff members to attend the New York Public Welfare Association's 2016 Annual Summer Conference on July 18-20, 2016, using a fleet vehicle.

Motion was made by Mr. Simpson, seconded by Mr. MacDonald and carried unanimously to provide ratifying approval of the travel request. *A copy of the Authorization to Attend Meeting or Conference form is on file with the minutes.*

In conclusion, Mr. Sokol noted the agenda included Revenue and Expenditure Reports which the Committee could review at their leisure.

As there was no further business to come before the Health, Human & Social Services Committee, on motion made by Mr. Simpson and seconded by Mr. Strough, Mr. Sokol adjourned the meeting at 10:00 a.m.

Respectfully submitted,
Samantha Hogan, Senior Legislative Office Specialist